

~~CONFIDENTIAL~~
~~SECRET~~

5 MAR 1964

MEMORANDUM FOR: Office of Personnel

THROUGH: Office of Finance

SUBJECT: Advance Sick Leave - [REDACTED]

25X1A9a

25X1A9a

1. It is requested that sixty-four (64) hours of sick leave be advanced Mrs. [REDACTED]

25X1A9a

2. Attached is a memorandum from Mrs. [REDACTED] supervisor. A physician's certification and Standard Form No. 71, Application for Leave, will be forwarded to Fiscal Division, Payroll Branch, and to the Medical Staff upon subject's return to duty.

25X1A9a

[REDACTED]
Deputy Chief, Confidential Funds Division

Attachment

CONCUR:

Office of Finance

Date

APPROVAL:

Office of Personnel

Date

Distribution:

Orig & 3 - Addressee w/att

1 - Office of Finance ✓

1 - Medical Staff

2 - Conf Funds Div

W/ATT

25X1A9a

Off of Finance/Conf Funds Div [REDACTED]:dbt (7431)

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☐ DECL ☐ REV ☐ ON

EXT BYND G [REDACTED]

REASON

~~SECRET~~

GROUP 1
Excluded from automatic
downgrading and
declassification

~~CONFIDENTIAL~~